

**ANNUAL AUDIT AND COMPLIANCE REPORT
ENVIRONMENT PROTECTION LICENCE**

LICENCE NO.	EPL 109
REPORTING PERIOD	2014-2015

Please email a copy of your completed AACR to waste@nt.gov.au.

ALL Licensees must check their Licence Details are correct.

If there are changes to any of these details you must advise the NT EPA by submitting a Change of Contact Details Form.

Licence Details

Licence Number: **EPL 109**
Commencement Date: 7 April 2014
Expiry Date 7 April 2017

Licensee Details

Legal Entity Name: Barkly Regional Council
ABN: 32.171.281.456
Registered Business Address: 41 Peko Road
TENNANT CREEK NT 0860
41 Peko Road
Postal Address: TENNANT CREEK NT 0860
Contact Person: Edwina Marks
Position Title: Chief Executive Officer
Contact Details:

b/h: 08 8962 0020
mobile: 0448 051 384
email: edwina.marks@barkly.nt.gov.au

Location of Premises

Name: Tennant Creek Landfill
Lot 1006, 79 Fazaldeen Road
Address: TENNANT CREEK NT 0860
Telephone Numbers:
EN2014/0010~0004

b/h: 08 8962 3476
mobile: 0448 112 713

24 hour emergency response

Contact Person: David Reed
Position: Acting Manager
Telephone Numbers:

b/h: 08 8962 3476
mobile: 0448 112 713

An activity of the type identified in Schedule 2, Part 2, Items 1 and 3, of the Waste Management and Pollution Control Act as outlined below and as authorised by Table 1.

Licensed Activity

- a) Operating premises for the disposal of waste by burial that service, or are designed to service, the waste disposal requirements of more than 1000 persons,
- b) Operating premises, other than a sewerage treatment plant, associated with collecting, transporting, storing, recycling, treating or disposing of a listed waste (as per Table 1) on a commercial or fee for services basis.

1. Compliance with Licence Conditions

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
LICENCE CONDITIONS			
ADMINISTRATIVE			
1.	The Licensee must notify the NT EPA within 24 hours if there are changes to the details of the 24-hour emergency contact as provided on page one of this Licence.	<i>Example:</i> A sign is on the front door, photo attached.	Sign installed on 1 Feb 2013
2.	The Licensee must notify the NT EPA within 14 days if there are changes to the Licensee details shown on page one of this Licence.	Notified 9/04/2015	9/4/2015
3.	The Licensee must pay an annual fee in accordance with the WMPCA within 30 Business Days of the anniversary of the commencement date for each year that this Licence is in force.	N/a	
4.	The Licensee must cause clear and legible signage, in English, to be displayed in a prominent location at the entrance to the Location including the following details: <ul style="list-style-type: none"> Environment Protection Licence number issued under the WMPCA; and 24 hour emergency contact details as provided on page one of this Licence. 	Completed	4/2015
		Signage in place 7 April 2014	07/04/2015
		Signage in place 7 April 2014	07/04/2015
		Signage in place 7 April 2014	07/04/2015
5.	The Licensee must cause a copy of this Licence to be available at all times: <ul style="list-style-type: none"> on the Licensee's Australian website; and at the Location 	Details updated 9/4/2015 after website upgrade	09/04/2015
6.	Where this Licence requires the provision of any notice, document or other correspondence to the	Signage in place 7 April 2014	07/04/2015

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	NT EPA, the relevant contact is:		
	Waste and Resource Recovery		
	Physical Address: Level 2 Darwin Plaza, 41 Smith Street Mall, Darwin NT 0800		
	Postal Address: GPO Box 3675, Darwin NT 0801		
	Email: waste@nt.gov.au		
7.	All notices, documents or other correspondence required to be provided pursuant to this Licence must be provided in electronic form unless otherwise specified as a condition of this Licence.	Updated details sent	09/04/2015
	OPERATIONAL		
8.	The Licensee must not collect, transport, store, recycle, treat or dispose of Listed Waste other than the Listed Waste specified in Table 1.	Compliant	Current
9.	The Licensee must maintain and implement a Communication Plan which includes a strategy for communicating with members of the public who are likely to have a real interest in or be affected by the Activity.	Currently under review	End 2Q 2015
10.	The Licensee must maintain a log of each complaint, made in relation to the Activity, to any persons involved in the Activity. The log must include details of the following: <ul style="list-style-type: none"> the date and time of the complaint; the contact details of the complainant if known, or where no details are provided a note to that effect; the nature of the complaint; the nature of events giving rise to the complaint; 	Current – Log Book at Facility that takes into account the actions listed below. Any non-action to complaints requires explanation by Depot Manager.	Current
		✓	
		✓	
		✓	
		✓	

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	<ul style="list-style-type: none"> prevailing weather conditions at the time of the complaint; the action taken in relation to the complaint, including any follow-up contact with the complainant; and if no action was taken, why no action was taken. 	✓	
		✓	
		✓	
11.	The Licensee must maintain and implement an Emergency Response Plan which documents the procedures to deal with emergencies associated with the Licensed Activity.	Facilities Manager (FM) and Depot Manager (DM) to review current Emergency Response for the Depot to include Landfill area	End 2Q 2015
12.	The Licensee must ensure that all relevant personnel have received training in the implementation of the Emergency Response Plan.	Only one person trained in Emergency Response. FM & DM to work on extending training to relevant Staff working at Landfill.	End 3Q 2015
13.	The Licensee must ensure any plant and equipment used for the Licensed Activity:	All relevant plant and equipment serviced in their due cycle i.e there are daily serviceable checks before start of every shift e.g 821 Case 821; 950 Caterpillar Compactor	Current
	13.1. is fit for purpose;	✓	
	13.2. is maintained in accordance with the manufacturer's specifications;	✓	
	13.3. is operated by a person trained to use the plant or equipment; and	✓	
	13.4. is operated by, or operated by a person accompanied by, a person trained to handle, store or dispose of Listed Waste in connection with the Licensed Activity.	✓	
14.	The Licensee must ensure all vehicles and equipment used in conjunction with the Licensed Activity are washed so as not to cause pollution.	✓	Current

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
15.	The Licensee must dispose of the wastewater generated from the vehicle wash facilities so as not to cause pollution.	Wash run-off from Compactor Waste truck and Street Sweeper drains into an interceptor which is cleaned out when it reaches full mark. The greywater is allowed to run into the stormwater sewer while the solids are disposed as Municipal Waste.	Current
16.	The Licensee must ensure there is no migration or overflow of contaminants beyond the boundaries of the land on which the premises are located.	Compliant	Current
17.	The Licensee must only accept asbestos containing material wrapped and handled in accordance with the <i>National Code of Practice for the Safe Removal of Asbestos 2nd Edition</i> and any variation from time to time.	No asbestos allowed at site – all asbestos sent to Alice Springs as per current EPA Regulations	
18.	The Licensee must comply with the <i>National Environment Protection (Movement of Controlled Wastes between States and Territories) Measure</i> , as varied from time to time.	Compliant	Current
19.	DISCHARGES AND EMISSIONS The Licensed Activity must not cause environmental nuisance.	Compliant	Current
20.	RECORDING AND REPORTING All records required to be kept by this Licence must be in a legible format.	Compliant	Current
21.	The Licensee must maintain records of the nature and quantities of all waste streams received at the premises.	Compliant – records are manually written for all collected waste then electronically captured and stored.	Current
22.	Listed Waste records must be maintained in accordance with section 11 of the <i>Waste Management and Pollution Control (Administration) Regulations</i> .	Compliant – no paints stored as previously submitted	Current
23.	Listed Waste records must include:	Compliant	Current

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
	<ul style="list-style-type: none"> • the source of the Listed Waste; • the name of the transport company, if not the Licensee; • the vehicle registration; • a description of the Listed Waste; • the quantity of the Listed Waste; • the method of disposition i.e. storing, re-cycling, treating or disposing. 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ ✓ ✓ 	
24.	The Licensee must keep records of all non-compliances with this Licence.	Compliant – no records to date of non-compliances	Current
25.	The Licensee must as soon as practicable and in any case within 24 hours notify the NT EPA of non-compliances with this Licence.	Acknowledged	Current
26.	The Licensee must immediately and in any case within 24 hours notify the NT EPA of any potential or actual environmental harm or pollution by contacting the Pollution Hotline on telephone number 1800 064 567 and emailing pollution@nt.gov.au.	Acknowledged	Current
27.	The Licensee must comply with the requirements of section 14 of the WMPCA.	Acknowledged	Current
28.	The Licensee must complete the supplied Annual Audit and Compliance Report (AACR), Appendix 1 and provide it to the NT EPA a minimum of 20 Business Days prior to the anniversary of the commencement date of this Licence, for each year of this Licence, noting that the NT EPA may require the Licensee to revise, amend and/or resubmit the AACR.	Acknowledged – on this occasion BRC lost several key senior staff that were directly responsible for the monitoring and the maintenance of the Landfill to ensure total compliance to the Licence requirement. BRC now have some of those positions filled and is able to capture data for the purposes of the Annual Audit and Compliance Reports.	

Condition Number	Condition	How/ Evidence How have you achieved compliance with the Licence Condition?	When (Date)
END OF CONDITIONS			

2. Summaries

Listed Waste

Description of Waste	Method ¹	Quantity						Unit (tonne, kL)
		Collected	Transported	Stored	Recycled	Treated	Disposed	
Tyres								44
Waste mineral oil								10
Paint								0

National Waste Classification

Method ¹	Description of waste / source	Quantity	Unit (tonne, kL)
	Inert Waste (Virgin excavated material; concrete and bricks)		1018
	Municipal Waste		6864
	Commercial & Industrial		2435
	Construction & Demolition (Fittings, fixtures, cabinetry, steel framework, roofing material, furniture, construction materials)		476
	e-Waste		0.3
	White goods		1.5

Recycled Waste

Method ¹	Type of waste	Quantity	Unit (tonne, kL)

¹ Refer to Appendix 1 for methods for calculating quantity of waste.

Fires

Number of fires recorded by the licensee during the reporting period (as required by condition 19 of the licence)	0
Summary of fires	0
Summary of outcomes	0



Complaints Recording

Number of complaints recorded by the licensee during the reporting period (as required by condition 10 of the licence)	0
Summary of complaints	0
Summary of outcomes	0

Notifications of potential or actual environmental harm or pollution

Number of events recorded by the licensee during the reporting period (as required by condition 36 of the licence)	0
Summary of events	0
Summary of outcomes	0

Signature and Certification

This declaration must only be signed by a person(s) with the legal authority to sign it. The ways in which the application may be signed, and the people who may sign the application, are set out in the categories below.			
If the licence holder is:	Tick	The application must be signed and certified by one of the following:	
An individual	<input type="checkbox"/>	The individual.	
A partnership	<input type="checkbox"/>	A partner.	
A company	<input type="checkbox"/>	The common seal being affixed in accordance with the <i>Corporations Act</i> , or	
	<input type="checkbox"/>	Two directors, or	
	<input type="checkbox"/>	A director and a company secretary, or	
	<input type="checkbox"/>	If a proprietary company that has a sole director who is also the sole company secretary – by that director.	
A public authority	<input type="checkbox"/>	The Chief Executive Officer (CEO) of the public authority, or	
	<input type="checkbox"/>	By a person delegated to sign on the public authority's behalf in accordance with its legislation (Please note: a copy of the relevant instrument of delegation must be attached to this application).	
I/We hereby declare that the information provided in this Annual Audit and Compliance Report and accompanying documents is to the best of my/our knowledge, true and correct.			
Signature		Signature	
Name (printed)	Edwina Marks	Name (printed)	Hilton Logan
Position	CEO	Position	Director Operations
Date	30th April 2015	Date	30th April 2015
Seal (if signing under seal):			

APPENDIX 1

Section 1. Methods for measuring quantities of waste

1. Landfills with weighbridges

If the landfill has a weighbridge installed, waste quantities in tonne must be derived from the computer system or weighbridge docket.

2. Landfills with staffed gate (vehicle count method)

- If the landfill does not have a weighbridge but is staffed at the gate, record the number of vehicles entering and transporting wastes from the premises on a daily basis.
- Record the vehicles according to their vehicle type (refer Section 2), waste stream and material composition code (refer Section 3).
- At the end of the day multiply the number of vehicles by the appropriate weight factor (refer to Section 2) to determine the tonnage of waste received and transported that day. Successively add each days waste to obtain the annual tonnage of waste received and transported.

3. Landfills with no staff at the gate (vehicle survey method)

- If the landfill is not staffed at the gate, conduct a survey of vehicles entering and transporting waste from the landfill site.
- The survey is to be conducted for a week (7 days) every quarter.
- To conduct each survey:
 - a. count the number of vehicles entering and transporting waste from the premises everyday for a week.
 - b. Record the vehicles according to their vehicle type (refer Section 2), waste stream and material composition code (refer Section 3).
 - c. At the end of each week multiply the number of vehicles by the appropriate weight factor (refer to Section 2) to determine the tonnage of waste received and transported that week.
 - d. Add all four weeks data together for each waste stream and multiply by 13 to estimate the annual amount of waste received and transported.

4. Landfills with a total capacity of <1000 tonnes and no staff at the gate (waste survey method)

- The waste survey method requires measuring the void space consumed during the reporting year and then converting the volume to tonne.
- Steps to be taken:
 - a. The void space consumed during the reporting year must be determined by volumetric survey undertaken by a registered surveyor or a qualified local government employee.
 - b. The void space is determined by subtracting the void space remaining at the end of the reporting year from the void space remaining at the beginning of the reporting year.
 - c. The void space remaining at the beginning of the year can be determined by volumetric survey or by keeping a running total of void space consumed, and

subtracting this each year from an earlier volumetric survey or the initial capacity of the landfill.

- d. Estimate the proportion of waste from each waste stream (that is, municipal, commercial and industrial or construction and demolition) by visually inspecting waste received at the landfill during the reporting year.
- e. Using the following conversion factors (derived from Perry 1984, Chemical engineer's handbook, sixth edition) convert the void space used during the reporting year to tonnes:

Waste Stream	Density (tonnes/m ³)
Municipal Waste	0.13
Commercial and Industrial	0.2
Construction and Demolition	0.7

If void space information is not available, method 3 must be used

Section 2 Weight conversion factors

Where a facility does not have a weighbridge installed, or where the waste arrives at a facility via a small vehicle such as a Car or Ute, the weight conversion factors set out below should be used to record the amounts of waste that enter or leave a facility.

Vehicle Description	Weight Factor
Small Vehicle	All Mixed Waste
Car/Station Wagon	0.06
Van/ute/trailer	0.30

Vehicle Description	Weight Factor		
	MSW and C&I waste	C&D waste	VENM
Open Truck			
Single rear axle with two rear wheels or four small rear wheels	0.62	0.98	2.47
Single rear axle with four normal size wheels	1.16	2.76	5.58
Tandem rear axle (bogie drive)	3.74	7.14	10.97
Twin steer with twin rear axles	5.57	7.61	10.97
Tipping semi trailer	5.7	15.00	15.00

Description	Weight Factor
Enclosed Truck and Compactor	All Mixed Waste
Single steer with single rear axle	2.72
Single steer with tandem rear axle	6.38
Twin steer with tandem rear axle	7.96
Waste transfer truck	19.89

Section 3 Material Composition Codes

Aggregate, roadbase or ballast	AGG	Mixed waste	MIX
Aluminium (non ferrous)	AL	Non-ferrous (metals not AL or FE)	NFE
Asbestos	ASB	Oil	OIL
Ash	ASH	Paper or cardboard	PAPER
Batteries	BATT	Plasterboard	PB
Brick or concrete	BC	Pharmacy or clinical	PHARM
Biosolids or manures	BIO	Plastic	PL
Car bodies (ferrous)	CAR	Putrescibles	PUT
Carpet	CARP	Residues or rejects	RES
Ceramics, tiles, pottery	CER	Soil (not CONT or VENM)	SOIL
Clean Fill	CLEAN	Textiles, rags	TEXT
Comingled recyclables	CORE	Tyres	TYRES
Contaminated soil	CONT	Vegetation or garden	GREEN
Dredging spoil	DSP	Virgin excavated natural material	VENM
E-waste (computers, mobiles, printers etc)	EWAS	Veterinary waste	VET
Ferrous (iron or steel)	FE	Wood or timber	WOOD
Glass	GLASS	Other (specify)	OTH/.....